



**Bourbonnais Township Park District  
Board of Commissioners Meeting  
Exploration Station... a children's museum  
1095 W Perry Street, Bourbonnais, IL 60914  
November 25, 2019 at 5:30 P.M.**

The November 25, 2019 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Clark Gregoire, Brian Hebert, Anthony Settle and Wayne Delabre. Absent Kim Bennett. Bennett came after roll call, during the Starfish presentation.

Appointees Present: Dan Borschnack and Brian Scott

Staff Present: Joe Galloy, Paula Rogers, Sarah Winkel, Mike Crews, Amanda Langlois, Sharon Richardson, Kourtnee Thompson, Tammy Marcotte, Jen Blair

Visitors Present: Emilie Janes, Crystal Sauder, Chase Zajc, Maryann Berg

Presentation: Kourtnee Thompson presented Chase Zajc and Maryann Berg, from Starfish, a check for \$2000 from the proceeds of the Turkey Trot. Turkey Trot was a huge success this year!

Emilie Janes and Crystal Sauder handed out information about the Kankakee County Soil & Water District. They would like to partner with the Park District and ONU to do a Bio Blitz in the spring of 2020, which would be an all-day event to learn more about the prairie, etc. Sarah Winkel will follow up with Ms Janes.

**Staff Reports:**

Executive Director: Hollice Clark submitted his monthly Executive Director Report with the November 25, 2019 board packet. Clark was on vacation for the meeting.

Finance & Personnel- Paula Rogers submitted her monthly Financial Report with the November 25, 2019 board packet. Rogers stated that there may be a delay with Kronos going live, it will probably be in February 2020. Revenues are still

running less than last year but Sleepy Hollow came in with a profit of \$22,300.00 even without the Haunted Trail.

Recreation Station- Sarah Winkel's board report was filed with the November 25, 2019 board packet. She stated that Kourtnee Thompson did an amazing job with Turkey Trot, and it was very successful this year! The website will officially launch in January 2020. The Jan-April brochure will be in mailboxes on December 9, 2019.

Diamond Point – Mike Crew's board report was filed with the November 25, 2019 board packet. He did mention that winterizing at Diamond Point is finished as well as the dog park at Willowhaven. He has also been helping with the leave at Perry Farm.

Parks & Grounds- Joe Galloy's board report was filed with the November 25, 2019 board packet. Joe explained that the sewer issue at the Recreation Station was due to KAMCO hitting a sewer line. The issue has been fixed. Everything has been removed from the storage facility. Cleaning the leaves has been a big project.

Marketing- Sharon Richardson's board report was filed with the November 25, 2019 board packet. She noted that the Chocolate Tour tickets will go on sale Dec 2, 2019. She also mentioned that the Scarecrows, Sleepy Hollow and the Haunted History Hike are all being wrapped up, with surveys, figures, etc.

#### **Ad Hoc Committee Reports:**

Special Recreation: *No meeting minutes were submitted.* Bennett did add that the Mouse Race brought in \$19,000.00.

Living History: November 6, 2019 meeting minutes were filed with the November 25, 2019 board packet.

#### **Consent Agenda:**

A motion was made by Gregoire and seconded by Settle to approve the Consent Agenda and Bills. **Roll call: Bennett-AYE, Gregoire-AYE, Hebert-AYE, Settle-AYE, Delabre-AYE. Motion Carried.**

- Approval for minutes of Regular Board Meeting October 28, 2019
- Approval of minutes for Committee of the Whole meeting November 20, 2019
- Approval of bills

**Unfinished Business:** Due to the unsure figures of the bus lease/purchase, Delabre asked if there was a motion to table the vote until we had the correct figures. Gregoire made the motion and Settle seconded. **Roll Call: Bennett- AYE, Gregoire- AYE, Hebert- AYE, Settle- AYE, Delabre- AYE. Motion Carried.**


**New Business:**

Delabre asked if there was a motion to approve a 4.99% tax levy increase, even though we probably won't get the full amount, we should ask for it. Gregoire made the motion and Bennett seconded. **Roll Call: Bennett-AYE, Hebert- AYE, Settle-AYE, Gregoire-AYE, Delabre-AYE. Motion Carried.**

A motion was made by Gregoire to table the vote of the 2020 Meeting Schedule, seconded by Bennett, **Roll Call: Bennett-YES, Hebert-YES, Settle-YES, Gregoire-YES, Delabre-YES. Motion Carried.**

Motion to adjourn at 6:20 pm was made by Bennett, seconded by Settle. **All in favor, Motion carried.**

Respectfully Submitted by Amanda Langlois.

 Deputy Director 12/16/19  
Hollice Clark III, Executive Director Date

 12-16-19  
Wayne Delabre, President Date

Minutes approved at the board meeting of December 16, 2019